



# "What to Look for in Child Care Settings"

City of Milpitas

## Child Care Program Visit Form

Name of Child Care Program

Date

Time of Day

**Directions:** This form is designed to assist you, the parent, when touring child care programs. The environment has a lot to contribute to a child's experience in child care. Checking out different aspects of the facility will help you decide if this program is a good match for you and your child. If you desire, rate each element by checking a letter grade in the far right hand columns. This will help you remember the best aspects of each program.

Observational Area	Notes	A	B	C	D
<b>FACILITY OUTSIDE:</b> Are there enough toys? What is the fall zone material? Are ages mixed on the playground? Too many or too few children outside at the same time? Is the equipment in good repair? Are there multiple surface types such as grass, sand, and concrete? What about shade? Are the providers spread out supervising and interacting with children in every part of the play yard?					
<b>FACILITY INSIDE:</b> Do you like the room set-ups? Are the rooms divided into distinct interest areas? Is the furniture child sized and in good condition? Is the environment eye catching? Is there artwork at children's eye level? Are running paths broken up? Are the rugs, furniture, toys and floors clean or stained?					
<b>ARTWORK:</b> Is there evidence of open ended art projects? Craft projects? Teacher made art on the walls? Is there a free choice art area (art cart)? Do you see easels, paint? Can children do art outside?					
<b>PROVIDER/CHILD INTERACTIONS:</b> Do the providers squat down and speak to children at their level? Talk during diapering? Are adults and children respectful of one another? Do you hear loud voices or yelling? How are disputes between providers or children handled? Do the children seem calm and secure? Have you seen "time out" used?					
<b>TOYS/MANIPULATIVES/EQUIPMENT:</b> Are there enough toys for all of the children? Are there multiples of the same toy (especially in toddler and 2 year old programs)? Do the toys and furniture look clean and new? Do toys have a spot they belong on the shelves? Are the locations labeled with pictures or words?					

## City of Milpitas Child Care Program Visit Form, continued

<b>LITERACY:</b> Are the objects in the classrooms labeled? Are there age appropriate books available for free choice? Do the providers speak clearly and frequently with the children? Is the alphabet posted in the classroom? Does the children's artwork have their name clearly printed on the front? Do the providers print the children's names using the first letter capital and the rest lower case?					
<b>SENSORY/GROSS MOTOR ACTIVITIES:</b> What types of sensory activities do you see available for children (such as sand and water tables, beans, rice, bubbles, etc.)? Are sensory activities scheduled for each day? Gross motor? Music and movement? What kind of sensory activities do you see outside? What kinds of activities occur inside if the weather prohibits outdoor play?					
<b>PARENT COMMUNICATION:</b> Note what is listed on the Parent Communication Area: Schedule? Provider Background? Menu? Fundraising opportunities? Daily report or "what we did today"? Is there a monthly newsletter? Age specific brochures? Collect samples if possible.					
<b>SAFETY/CLEANLINESS:</b> Is the program clean? Have the floors been swept and mopped? What does the facility smell like? Are there fingerprints on the walls? How are the bathrooms? Are the cleaning supplies stored in locked cabinets? Where is medicine kept? Is there a fire evacuation plan posted? Evidence of fire drill and earthquake practices? Is the license posted in a conspicuous place with parent's rights and children's rights?					

This program was unique because: \_\_\_\_\_

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